

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
Division of Forestry and Wildlife
Honolulu, Hawaii 96813
September 12, 2008

Chairperson and Members
Board of Land and Natural Resources
State of Hawaii
Honolulu, Hawaii

Land Board Members:

**SUBJECT: REQUEST APPROVAL TO CONTRACT WITH MS. TERESA
TRUEMAN-MADRIAGA TO COORDINATE THE FEDERALLY
FUNDED URBAN AND COMMUNITY FORESTRY PROGRAM FOR
THE DIVISION OF FORESTRY AND WILDLIFE**

The Federal 1990 Farm Bill for Urban and Community Forestry authorized the USDA, Forest Service to provide financial and technical assistance to State Forestry agencies to plant, maintain and improve urban landscapes in Hawaii. Since 1991, the Division of Forestry and Wildlife has been fortunate to retain the services of Ms. Teresa Trueman-Madriaga to administer this successful program statewide. The Urban and Community Forestry Program which is called Kaulunani means "to beautify with trees the neighborhoods in which we live, work and play."

Through Kaulunani, the DLNR Division of Forestry and Wildlife awards cost-share grants to community groups to help them to develop their neighborhood tree planting or environmental education projects. Since Kaulunani began more than ten years ago, the Department has awarded more than 300 urban forestry grants to communities on Maui, Oahu, Kauai, Molokai and the Big Island and more than \$1,400,000 federal dollars have been leveraged with nearly \$5,300,000 million in matching contributions coming from the private sector and community group contributions. Ms. Trueman-Madriaga's primary responsibility is to administer the program for the Department and provide program assistance to the Chairperson of the Kaulunani Council. She prepares quarterly Council meeting agendas, works with grantees, and prepares grant applications for approval. Additionally, she writes Federal grant proposals, provides bi-annual reports, and provides the necessary data for the National Performance Measures & Accountability System.

As a result of her exemplary work in Hawaii, Ms. Trueman-Madriaga was appointed by the U.S. Secretary of Agriculture to serve on the National Urban and Community Forestry Advisory Council. Her term ran from December 2001 through December 2004. The national council represents a variety of interests and areas of professional expertise relating to the national Urban and Community Forestry Program. Her current contract term expires October 6, 2008.

The Department received Governor Lingle's approval to contract these services on April 24, 2008 and the Department of Budget and Finance approved this contract on April 23, 2008 (attachment 1). The Division of Forestry and Wildlife followed the "Request For Proposals" procurement procedures by placing the RFP (attachment 2) on the State Procurement Notice website <http://www4.hawaii.gov/bidapps/ShowBids.cfm?StartRow=101>. Mrs. Trueman-Madriaga was the Divisions selection for these services for the State.

Funding for the Urban and Community Forestry Program has been granted by the USDA, Forest Service and has remained at a level that allows for this position; therefore this contract will cover two years. The contract agreement will clearly state that federal funds to be paid by the state to Mrs. Trueman-Madriaga shall be made subject to appropriations on an annual basis in the amount of \$66,500.

RECOMMENDATION:

That the Board approve the issuance of a two-year contract with Ms. Teresa Trueman-Madriaga for \$133,000 to coordinate the Urban and Community Forestry Program for the State of Hawaii during the period of October 2008 to October 2010 subject to the following:

- 1) Availability of Federal funds.
- 2) Review and approval as to form of the contract by the Department of the Attorney General.
- 3) Authorize the Chairperson to negotiate and execute to the contract based on the terms and conditions in the attached RFP and as per the Attorney General recommendations.

Respectfully submitted,



PAUL CONRY
Administrator

Attachments

APPROVED FOR SUBMITTAL:



LAURA H. THIELEN, Chairperson
Board of Land and Natural Resources